

## **SECTION 3**

- 1. Checklist Memo for Registration of Committee/Slate Checklist**
- 2. Registration of Campaign Committee or Slate and Appointment and Acceptance of Chairperson and/or Treasurer for a Campaign Committee or Slate**
- 3. Designation of Additional Campaign Committee and Authorization to Receive or Make Contributions or Expenditures on Behalf of Candidate**
- 4. Notification of Candidate Joining Slate**
- 5. Statement that Campaign Committee or Slate has Disbanded**
- 6. Designation of Campaign Despository for Slate**



City of Rockville

## **M E M O R A N D U M**

May 1, 2007

TO: Candidates

FROM: Claire F. Funkhouser, City Clerk/Treasurer

SUBJECT: Checklist for Registration of Committee or Slate

The following documents must be filed to register as a committee or slate.

- ☐ 1. Registration of Campaign Committee or Slate and Appointment and Acceptance of Chairperson for a Campaign Committee or Slate
- ☐ 2. Designation of Additional Campaign Committee and Authorization to Receive or Make Contributions or Make Expenditures on Behalf of Candidate
- ☐ 3. Notification of Candidate of Joining Slate (if applicable)



City of Rockville

## MEMORANDUM

April 30, 2007

TO: Candidates

FROM: Claire F. Funkhouser, City Clerk/Treasurer

SUBJECT: Checklist for Registration of Committee or Slate

The following documents must be filed to register as a committee or slate.

- [ ] 1. Registration of Campaign Committee or Slate and Appointment and Acceptance of Chairperson for a Campaign Committee or Slate
- [ ] 2. Designation of Additional Campaign Committee and Authorization to Receive or Make Contributions or Make Expenditures on Behalf of Candidate
- [ ] 3. Notification of Candidate of Joining Slate (if applicable)

## REGISTRATION OF CAMPAIGN COMMITTEE OR SLATE

Name of Committee/Slate \_\_\_\_\_

Name of Chairperson \_\_\_\_\_

Residence Address \_\_\_\_\_

Business Telephone \_\_\_\_\_ Residence Telephone \_\_\_\_\_

I hereby certify that I am a registered voter of Montgomery County or the City of Rockville, and that I am either a resident of the City or have a business address in the City.

\_\_\_\_\_  
Signature of Chairperson      Date

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## APPOINTMENT AND ACCEPTANCE OF CHAIRPERSON AND/OR TREASURER FOR A CAMPAIGN COMMITTEE OR SLATE

Name of Committee/Slate \_\_\_\_\_

Name of Chairperson/Treasurer \_\_\_\_\_

Residence Address \_\_\_\_\_

Business Telephone \_\_\_\_\_ Residence Telephone \_\_\_\_\_

I hereby appoint as Chairperson/Treasurer of this  
Campaign Committee: \_\_\_\_\_

\_\_\_\_\_  
Signature of Chairperson      Date

I hereby certify that I am a registered voter of Montgomery County or the City of Rockville, and that I am either a resident of the City or have a business address in the City.

I further certify that I accept appointment as Chairperson/Treasurer for the above-named committee/slate as of \_\_\_\_\_, 20\_\_\_\_, and will serve until all duties have been performed or a successor is duly chosen. I am not a candidate for public office in the City of Rockville in the November 6, 2007 Election.

\_\_\_\_\_  
Signature of Treasurer      Date

## NOTIFICATION OF CANDIDATE JOINING SLATE

I, \_\_\_\_\_, hereby notify the City Clerk of the City of Rockville that I have joined the slate of candidate listed below as of \_\_\_\_\_, 20\_\_\_\_. [8-72(a)]

Name of Slate \_\_\_\_\_

Address \_\_\_\_\_

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### Candidates on Slate

Name	Office Sought
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____

\_\_\_\_\_  
Signature of Candidate                      Date

### CERTIFY IF APPLICABLE ONLY:

I hereby disclose that I have engaged only in fundraising on behalf of the slate identified above and am therefore not subject to the other disclosure requirements of Section 8-72 (Rockville City Code, Chapter 8).

\_\_\_\_\_  
Signature of Candidate                      Date

**STATEMENT THAT CAMPAIGN COMMITTEE OR  
SLATE HAS DISBANDED**

Name of Committee/Slate \_\_\_\_\_

We hereby certify that \_\_\_\_\_  
NAME OF COMMITTEE OR SLATE

is not active and has disbanded as of \_\_\_\_\_

\_\_\_\_\_  
SIGNATURE OF TREASURER    DATE

**NOTE:** *This form must be filed no later than September 30, 2007 the day  
by which the first report is due [8-73(d)].*

## DESIGNATION OF CAMPAIGN DEPOSITORY

Check ☐ Slate

Name of Campaign Slate: \_\_\_\_\_

I hereby designate (NAME OF FINANCIAL INSTITUTION)

\_\_\_\_\_

which holds all funds and contributions for the candidacy of (NAME OF CAMPAIGN SLATE)

\_\_\_\_\_

identified as (NAME AS APPEARS ON ACCOUNT) \_\_\_\_\_

\_\_\_\_\_  
Signature of Treasurer

\_\_\_\_\_  
Date